

CLAIMS REPORTING

All Property and Vehicle Claims Should Be Reported Immediately To:

Ramsey, Krug, Farrell & Lensing

Monday thru Friday 8 AM – 4 PM
Claims Reporting, Nikki Mosley 501-614-1145

After Hours Claims Reporting 501-664-9252

**PROMPT CLAIMS REPORTING CAN HELP
ALLEVIATE FURTHER DAMAGE TO
PROPERTY**

**Claims That Are Not Reported In A Timely
Manner May Be Denied.**

When Emergency Repairs Are Necessary,
Please Retain All Damaged Or Replaced
Equipment For Inspection By The Claims
Adjuster.

BOILER INSPECTIONS

Affiliated FM is responsible for Boiler Inspections.
If your agency requires a Boiler Inspection, contact
Affiliated FM at 877-891-4032 between 8:30 AM –
4:30 PM Eastern Time.

You will need to provide them with the Policy
Number: (G P 700), your agency name, agency
number, telephone number, fax number, email
address, object location and type of object being
inspected.

You will also need to provide the inspection date
deadline or due date, as well as, be able to
provide the inspector with a listing of objects that
may be due for inspection in the near future.

It is imperative that you identify that you are a state
agency.

AIDRM AMAPP-07(11-02)

RISK MANAGEMENT STAFF

Drew Carpenter, Director

Mark Guinee, Assistant Director

Kathy Reichstadt,
Assistant State Risk Administrator

Magers Griffin, Senior Risk Specialist
Wylie Whitley, Program Support Manager

Consultants

Ann Holthoff
Virginia Jones
Jon Parish
Roland Robinson
Cecil Rothwell

Support Staff

Audrey Carroll, Administrative Assistant II
Tomika Clark, Administrative Assistant
Vickie Cook, Secretary



Arkansas Insurance Department

Risk Management Division
1200 West Third Street
Little Rock, Arkansas 72201
Phone (501) 371-2690
Fax (371) 371-2842

Email insurance.risk.management@arkansas.gov

Risk Matters

May 2006

PROPERTY AND VEHICLE INSURANCE UPDATES

For State Agencies Covered Under
*The Arkansas Multi-Agency
Insurance Trust Fund*

*Administered by the
Risk Management Division
Of the Arkansas Insurance Department*

JULY 1, 2006 RENEWAL

Property Coverage - Your agency premium for property insurance has been reduced by 15%.

Statewide savings attributed to AMAIT for the upcoming policy year are in excess of \$600,000. Please check the enclosed property insurance invoice for the specific amount of savings for your agency.

Vehicle Coverage - The Limit of Insurance for Liability Coverage for accidents occurring outside the State of Arkansas will increase from \$500,000 per occurrence to \$1,000,000 per occurrence. The limit was increased in response to requests received by Risk Management. *There will be no additional premium charge for the increased limit.*

Invoices for property and vehicle coverage renewals are enclosed.
All renewal premium is due July 1, 2006.

Enclosed With This Update

(If Applicable to Your Agency)

1. Invoices for the July 1, 2006 renewal premiums due;
2. Property Supplemental Policy Declarations and Schedule;
3. Statement of Values for property, Inland Marine and other coverage;
4. Inland Marine, Address and Location schedules;
5. Schedule of insured vehicles;
6. Vehicle Insurance Identification Cards;
7. Change request Form for vehicle coverage.

REVIEW OF VALUES INSURED

Please review the enclosed statement of values and vehicle schedule and advise if any changes, *including corrections to your email address*, are needed. Any new acquisition or construction must be reported to Risk Management immediately to ensure proper coverage. In addition, a review of all contents coverage amounts is the responsibility of your agency.

Only you can prevent an uninsured loss. Risk Management depends on you to inform us when you build, purchase, remodel or delete buildings or acquire additional contents and/or vehicles.

USE OF RENTAL VEHICLES

The Risk Management Division maintains the following policy with regards to rental vehicles: If rental is for state use and the unit is rented in the name of the State Agency, LIABILITY COVERAGE would be in place on the state contract.

If rental is in the name of the individual, the state's coverage would ONLY apply if the person is on official STATE business AND only after the individual and / or rental company's liability coverage(s) was exhausted.

If the rental is extended for personal time use, the employee should contact their insurance agent to confirm if their personal auto policy will cover the rental. Failure to do so could result in a claim being denied.

There is **NO PHYSICAL DAMAGE COVERAGE** furnished by the state contract. Therefore, unless the state agency chooses to assume the cost for physical damage to the vehicle, this coverage should be purchased from the rental company.

The Risk Management Division strongly recommends that you purchase all insurance coverage from the rental company, especially when traveling out of state. When out of state, Arkansas Sovereign Immunity will probably not be honored and the extra level of liability coverage would be beneficial.

USE OF PERSONAL VEHICLES

If your employees use personal vehicles on state business, it is the responsibility of the employee to contact their insurance agent to confirm if "business use" coverage is required. The employee's personal auto coverage is primary.

In no circumstance does the State contract provide physical damage coverage for personal vehicles.

VEHICLE SAFETY PROGRAM

Participation is mandatory. Failure to adhere to this program may result in significantly higher premiums. Each agency must verify with DFA Driver Services that records are being entered properly and that drivers are being monitored.

Employees must report all accidents that occur on state business to their employer 1) within 24 hours of the occurrence or by the next working day if the accident occurs in a State vehicle and 2) within 7 working days if the accident occurs in a private vehicle.

A copy of the current Vehicle Safety Program, August 2000, is available at the Risk Management Website located at
<http://insurance.arkansas.gov/Risk/divpage.htm>

Remember...risk matters

FINE ARTS COLLECTIONS

Coverage for fine arts collections of others will be provided only if Risk Management receives notification of the collection 60 days prior to the requested effective date of coverage. Transit coverage will be provided only for collections moved by a professional moving company that specializes in and is equipped to handle works of art.